



MINUTES - EXECUTIVE MEETING
HOLLYBURN CROSS COUNTRY SKI CLUB
Monday, March 4, 2024, 7:45 to 10:15 p.m.

Attendance: Joanne Fenwick, Morna Fraser, Jen Gow, Shannon Harris, Heidi Horlacher, Marieve Legrand, Dave Morris, Dirk Rohde, Megan Scheffer Birgit Weaver, Jake Weaver, and Jenny Williams.
Online: Andrea Hay, Andrea Frisque, Katya Ananyeya, and Tim Blair

1. Review of Agenda and Past Minutes – Move to accept agenda (Jen/Marieve). All approved. Move to accept minutes from Feb. 05, 2024. (Jake/Birgit). All approved
2. Program Reports
 - Jackrabbit – It has been a challenging couple of weeks with conditions at Cypress but only had one Saturday and two Sunday sessions were cancelled this season. All events have gone ahead except for Sprints. Weeknight sessions have been heavily impacted, at least one evening each week was cancelled. Of the twelve weekday sessions: 5 Tuesday sessions, 7 Wednesday sessions, and 4 Thursday sessions were cancelled. We have seen great turnout at races this year with 8 Jackrabbit skiers participating in the Track Attack Champs. May want to consider keeping fees the same considering the poor season we had.
 - Track Attack – Thank you to Track Attack families for being very accommodating with the conditions this year. Hollyburn had sixteen relay teams and sixty-three skiers registered for Track Attack Champs where we won the Aggregate banner. Many TA skiers were motivated to ski at BC Champs. Evening sessions were adapted to roller ski practices. We are looking for a new coordinator for next year.
 - Adventurers – Adventurers did a fantastic job as tolls for the Birkebeiner
 - Racing Team – Race team athletes have been busy this past month. RT athletes attended the BC Winter Games where the Sprint course went through the main street of Barkerville. Many athletes attended the Payak and Track Attack Champs followed by BC Championships in Salmon Arm where Hollyburn won the Championships for the first time. Hollyburn is preparing for Nationals this week in Ottawa with twenty-two athletes.
 - Adult Program – There were several sessions cancelled due to snow conditions. Nancy has offered to provide feedback to participants who send her videos to review.
 - Coaching Coordinator – Our challenges with coach retention that have been managed by combining groups. Thanks to all coaches who have shown a high degree of problem-solving skills this year. Zoe will host a Coach Development session in April for coaching neurodiverse athletes. T2T and T2C notices from CCBC have been received to gauge interest in these courses. T2T is recommended for coaching skiers 12 years and up.
ACTION: Heidi will remind coaches on appropriate skiing directions on Cypress trails.
3. **Past/Upcoming Events**
 - B.C. Cup #2 – February 10/11 – The event went well with great turn out. The TD report was positive.
 - Payak – February 24 – There were timing challenges with Zone4 adding 10 minutes to some skier's race time but overall, the event went very well. Participation was down this year due to other competing events.
 - Volunteer Appreciation Event – Thursday, April 11 at Browns Social House. Registration will be by Team Snap. Spouses are welcome to attend but they will need to buy their own

drink tickets. **ACTION:** Joanne will send a Save the Date message via Team Snap.

ACTION: Katya will confirm with Cypress on closing date and will ask if they will have their annual Spring Fest.

- Race hosting – BTNES is not prepared to put a bid in for Nationals at this time, but they may be able to host BC Champs or Western Canadian Championships. **ACTION:** Jake will approach BTNES on the feasibility of hosting next year's events. There was broad support for Hollyburn assuming hosting responsibilities if needed.

4. Financials

- Budget – Financials were distributed prior to the meeting. Some saving in several line items however there are some unplanned expenses such as van repairs but overall, the budget looks fine.
- Grants – Adam Elliot as part-time coach, SDP, and Gaming – This year the race team has benefitted from Adam Elliot volunteering to support the team at races. Adam has been a terrific addition to the team. There is now an opportunity for Adam to work with Hollyburn as a part-time coach at races and camps next year. The executive discussed this opportunity and decided to explore grants to support a paid coach. Additionally, we will include a request in the gaming grant for this additional support. **ACTION:** Jake will provide an estimated budget to Jen and Jenny for the gaming grant. Jake will continue to explore opportunities with Wannas. The gaming grant will be submitted very shortly because there is an advantage to submission early. The gaming grant will include a request for wax hut repairs and for the Ski with the Elite program that was piloted this year with SDP funding. SDP grant reporting has been completed, submitted to CCBC and funds will be released within two weeks.
- Wax Hut Roof – Dave developed a budget for the roof replacement. The budget is approximately 3K which includes Hollyburn members assisting with the repair.
- Operation Snowball – 2.8K of 15K has been raised so far. **ACTION:** Joanne will coordinate weekly email to club members.

5. Ongoing Business (Current Club Issues)

- Cancellation of Sessions and Cypress Closure – Reminder that our Clubs policy is programs will run if Cypress is open. The poor snow conditions and the last-minute notification that Cypress was open caused communication challenges for our program coordinators.
- Long Term Strategic Plan – Today is the last day to provide input.
- Neurodiverse Skiers – Heidi shared that Zoe will host a Coach Development session in April for coaching neurodiverse athletes following the principles of Universal Design for learning. Nordiq Canada recently received a grant to support this development. **ACTION:** Heidi will seek guidance from Zoe on Clubs registration questions.
- Departing gift for Corinne – **ACTION:** Morna will purchase gift certificate for presentation at Volunteer Appreciation Event.
- Ski Club Exchange – Plans are moving along with Chelsea and grants are being prepared.
- North Shore News article – **ACTION:** Shannon and Joanne will prepare a media release.

6. New Business

- WOP Ski Passes – We did not need to purchase additional passes for coaches. The remaining Race Team trail passes will be shared with key volunteers.
- Change at WOP – Tim Hope has left WOP for a new position in West Vancouver. His position is currently vacant.
- Approaching Cypress with Vancouver Skiers – Executive discussed options for working together in the future. There are similar concerns that all three ski clubs share (Vancouver Skiers, Nordic Racers, and Hollyburn) that may benefit from greater discussion. Will explore this more after the LT Strategic Plan is complete.

- 2024/25 Planning – Fees and dates for registration are needed. The Executive will have a focused planning meeting in April. **ACTION:** Shannon will provide screenshots of the 2023/24 registration questions for review by the Executive. **ACTION:** Joanne will review the volunteer spreadsheet and share it with the Executive.
- Other – In camera discussion on a coaching issue.

7. **Next Meeting** Monday, April 22 at 7:30 Weaver's home.